

**MINUTES
ADMINISTRATIVE AND FINANCE
COMMITTEE MEETING
Santa Fe Irrigation District**

February 6, 2018
Santa Fe Irrigation District
5920 Linea del Cielo
Rancho Santa Fe, CA 92067

CALL MEETING TO ORDER

Chairperson King called the meeting to order at 8:45 a.m.

PRESENT: Chairperson Marlene King, Director David Petree, General Manager Michael Bardin, Administrative Services Manager Jeanne Deaver, and Executive Assistant Kim Johnson

ORAL COMMUNICATIONS

None

ACTION AND DISCUSSION ITEMS

1. APPROVAL OF JANUARY 9, 2018 MEETING MINUTES

The Committee approved the minutes as presented.

2. DIRECTORS' AND GENERAL MANAGER'S EXPENSE/REIMBURSEMENT

The Committee reviewed and approved the report as submitted.

3. MONTHLY INVESTMENT TRANSACTION REPORT

The Committee reviewed and approved the monthly investment transaction report as submitted.

4. FY 2018 MID-YEAR BUDGET REVIEW

ASM Deaver presented the item and she and GM Bardin responded to questions from the Committee.

Chairperson King requested this included in the minutes that she felt the report was very thorough and easily understood, and encouraged the public to review the item.

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After discussion, the Committee agreed with staff's recommendations and asked staff to move the item forward for full Board consideration at their regular February meeting.

5. COST OF SERVICE STUDY SCOPE OF WORK AND SCHEDULE

ASM Deaver presented the item and she and GM Bardin responded to questions from the Committee.

After a lengthy discussion, the Committee agreed with staff's recommendation for Board consideration and asked staff to move the item forward for full Board action at their regular February meeting.

6. PROPERTY TAX RECEIPTS

This item was for the Committee's information only. No action was requested or required of the Committee.

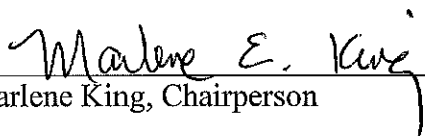
REPORTS

7. ADMINISTRATIVE SERVICES REPORT - None
8. GENERAL MANAGER'S REPORT – None
9. COMMITTEE MEMBERS' COMMENTS – None

INFORMATION ITEMS

ADJOURN

Chairperson King adjourned the meeting at 10:40 a.m.



Marlene King, Chairperson